



## PART-TIME SUMMER EMPLOYMENT OPPORTUNITIES

### Recreation Leader Specialist I - \$7.30 Per Hour Recreation Leader Specialist III - \$8.52 Per Hour

The City of Long Beach, Department of Parks, Recreation and Marine, is seeking energetic and enthusiastic applicants for the positions of Recreation Leader Specialist I and Recreation Leader Specialist III, to work in the following programs: **Summer Mobile Recreation and Mobile Skate Park**. The successful candidates, under direct supervision, will provide a variety of opportunities for youth to engage in structured and directed recreational programs that promote self-esteem, social interaction and skill development. More than one position will be filled and classification will be determined based on the experience of the successful candidates.

**Recreation Leader Specialist I:** Under close supervision, performs a variety of routine, non-technical assignments to assist other recreation personnel in leading recreational activities.

**Recreation Leader Specialist III:** Under general supervision, assists in planning and organizing recreational activities, leads a variety of recreational activities, and may perform a variety of support functions for these activities.

#### **Duties and Responsibilities**

- ❖ Conduct, supervise and participate in recreational activities;
- ❖ Ensure supplies and equipment are used and maintained safely;
- ❖ May assist with planning and scheduling of activities;
- ❖ Address child discipline problems and display fair and equal treatment to all children;
- ❖ Report any unusual occurrences and unsafe conditions to supervisor.

#### **Minimum Qualifications**

- ❖ Must be dependable, trustworthy, responsible, friendly, energetic, and responsive to others;
- ❖ Must have group leadership skills;
- ❖ Must be adaptable, willing to work irregular schedules, and willing to learn;
- ❖ Must be able to follow instructions and be professional at all times;
- ❖ RLS I candidates with voluntary or paid experience working with children are preferred;
- ❖ RLS III candidates must have one year of recreation experience and/or an equivalent amount of relevant college course work.

#### **Work Schedule**

Successful candidates may work up to a maximum of 1600 hours per year; however, hours are scheduled by the supervisor based on operational need. Candidates must be willing to work weekends and/or evenings.

#### **Application Process**

**If you are currently a Parks, Recreation and Marine employee**, please submit a letter of interest and resume to Toni Forde-Hixon, Senior Center, 1150 E. 4<sup>th</sup> Street, Suite #205, Long Beach, California 90802, **by the application deadline of 4:30 p.m., Friday, June 23, 2006**. This may also be done by e-mail at [toni\\_forde-hixon@longbeach.gov](mailto:toni_forde-hixon@longbeach.gov).

**If you are not a City employee**, applications may be picked up from Toni Forde-Hixon, Senior Center, 1150 E. 4<sup>th</sup> Street, Suite #205, Long Beach, California 90802. Completed applications **must be returned**, along with a letter of interest and resume, to Toni Forde-Hixon at the above address, **by the application deadline of 4:30 p.m., Friday, June 23, 2006**. For more information, please call Toni Forde-Hixon at (562) 570-3537.

**The City of Long Beach is an Equal Opportunity Employer**

The City of Long Beach intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If a special accommodation is desired or if you would like to request this information in an alternative format, please contact (562) 570-3187.